**OFFICE OF THE MUNICIPAL COUNCILLORS OF BARASAT**
**RISHI BANKIM CHANDRA CHATTERJEE STREET**
**BARASAT, KOLKATA – 700 124.**
Phone : 2552 3211
2562 3535
Fax: 2562 6900
Email: - barasat_05@yahoo.com
Web site: - www.barasatmunicipality.org

**Memo No- 54 -BM/WD-05/Qtn-1 /2023-24**
Date 26/05/23

**Quotation Notice**
Chairman, Barasat Municipality. Invites sealed quotation (off line mode) from bonafide, resource full & experienced Surveying and Consulting Engineering firms, Civil contractor for the different work as mentioned below table in specified quotation form. As per enclosed Annexure-I.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the work</th>
<th>Initial; Earnest Money (in Rs.)</th>
<th>Time for completion of work (in days)</th>
<th>WARD NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Conduct Topographical Survey &amp; Soil Investigation report of land at 3031,Balaka Avenue, (Mouza-Baluria, L.R. dag-1037,1038,1049 L.R. Khatri no 460 &amp; 1215) ward no-06 under Barasat Municipality</td>
<td>2000.00</td>
<td>10 ten) days</td>
<td>06</td>
</tr>
<tr>
<td>2</td>
<td>Preparation of Detailed project Report (DPR) for (i) water bodies conservation including Landscaping &amp; (ii) beautification work at plot of 3031,Balaka Avenue, (Mouza- Baluria, L.R. dag-1037,1038,1049 L.R. Khatri no 460 &amp; 1215) ward no-06 under Barasat Municipality</td>
<td>2000.00</td>
<td>45(forty five) days</td>
<td>06</td>
</tr>
<tr>
<td>3</td>
<td>Conduct Topographical Survey &amp; Soil Investigation report of Vacant land at inside of Hatipukur Park, (Mouza- Banomalipur in ward no-14 under Barasat Municipality</td>
<td>2000.00</td>
<td>10 ten) days</td>
<td>14</td>
</tr>
<tr>
<td>4</td>
<td>Preparation of Detailed project Report (DPR) for making Banquet Hall by following the memorial of the Nwabab Sirajuddin's reign at Hatipukur Park in ward no-14 under BarasatMunicipality</td>
<td>2000.00</td>
<td>60(sixty) days</td>
<td>14</td>
</tr>
<tr>
<td>5</td>
<td>Cleaning, Washing and spray painting of FRP model at east side of Jessore road from Sishir kunja to Yubak brinda club in ward no-30</td>
<td>2000.00</td>
<td>30 (thirty) days</td>
<td>30</td>
</tr>
</tbody>
</table>

**Table-2 :- Date and Time Schedule**

<table>
<thead>
<tr>
<th>SI No</th>
<th>Particulars</th>
<th>Date &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>i)</td>
<td>Last date of for submission of quotation papers to this municipal Office at PW department.</td>
<td>06/06/2023 Up to 5.00PM</td>
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<tr>
<td>ii)</td>
<td>Date and time for opening of the quotation papers.</td>
<td>07/06/2023 at 2.30PM</td>
</tr>
</tbody>
</table>
| Eligibility Criteria | i) Having valid GST registration certificate with up to date GST return (GSTR-3B/1, whichever applicable).  
| | ii) Having valid PAN Card and last assessment year Income tax return.  
| | iii) Having valid P. Tax clearance Certificate.  
| | iv) Having up to date Trade Permission.  
| | v) Having experience and technical acumen in Executing, Construction & Completion of similar nature of work.  
| | Above credential should be from any Government Department/Board/Semi-Govt./Corporation/Statutory Authority/Undertaking etc.  
| | vi) Other certificates if any.  
| | (Copies of all above mentioned documents shall have to be furnished)  
| | All documents in original to be produced in due course of time as & when asked by the Municipal authority.  
| Quotation documents | A full set of Quotation documents consists of filled up and signed Quotation paper and proof of all eligibility documents along with a cover letter at the company letter head and original Bank Draft as initial earnest money as mention in this Notice in a closed envelope and hole set of Quotation to be Dropped in the quotation Box in a closed and sealed envelope containing sl. no. & memo no of quotation which should be addressed to Chairman, Barasat Municipality  
| Earnest Money: | An initial Earnest Money of Rs. 2000.00 (rupees two thousand) in the shape of Demand draft in favour of “CHAIRMAN, BARASAT MUNICIPALITY” payable at Barasat at all Branch of all Bank. Which purchased on and from the date of publication of this notice from any Nationalized Bank/W.B. State co-operative Bank. Any quotation without initial earnest money shall be automatically cancelled. But the successful lowest bidder should deposit the balance earnest money over the initial earnest money as per calculation at the rate of 2% of final lowest quotation value. After acceptance of quotation but before issue of work/supply order.  
| Security Deposit & other taxes: | All usual deductions from taxes as applicable i.e. GST, IT, and Labour welfare cess etc. as applicable will be made from the bills time to time. Additional Security Deposit will be deducted from each and every running bill as per prevailing govt. norms. The Total amount of Security Deposit (2% EM + additional Security) will be refunded without any interest after 3 (three) months from the successful job/supply.  
| Validity/Withdrawal/Acceptance of Tender: | The cost of Quotation documents i.e. Rs. 500.00 (rupees five hundred) shall be paid by the successful bidder at the time of formal agreement after acceptance of Quotation. Subject to issue of work order/supply order.  
| | A Quotation submitted shall remain valid for a period of 60 (sixty) calendar days from the date set for opening of Quotation. Any extension of this validity period if required will be subject to concurrence of the Quotation inviting Authority.  
| | A Quotation once submitted shall not be withdrawn within the validity period. If any bidder withdraws his/their Quotation within the validity period then Earnest Money as deposited by him/them will be forfeited and even a legal action may be taken by Quotation inviting Authority.  
| | The Quotation inviting Authority will accept the Quotation. He/She does not bind himself/herself to accept otherwise the lowest tender and reserves to himself/herself the right to reject any or all of the Quotations received without assigning any reason thereof.
Scope of the works:-

A. In case of survey work
1) Conduct the Topographical Survey of proposed project site area with man & machineries.
2) Collection of Soil sample from proposed project site area.
3) Laboratory Test of Soil.
4) Submission of Sub-Soil Test report & topographical survey sheet.

B. In case of preparation of DPR:
1) Submission of DPR (five Copy) in original along with Rate analysis & details measurement sheet etc.
2) Details civil drawings & maps
3) Land escaping & beautification drawing
4) Details model drawing of FRP product including details specification

C. In case of painting works:
1) Through cleaning of Existing FRP model by using paint remover and scrapping & washing the surface to receive fresh coat of primer & paint
2) Priming & Painting with spray painter machine by using NC primer two coat and then NC Duco paint/ASPA pain with a fresh coat of PU laquer on FRP model.
3) Premises should covered with tarpaulin/jute cloth while painting work of model is running and cover the model with polythine paper after completion of painting till inspection of model.
4) Own arrangement electric power, Ladder, Man & machineries etc. as required.

Other terms & conditions if any:-

No conditional Quotation will be accepted. The Successful bidder shall comply all the terms and conditions of the municipality and execute an agreement before starting the work. All rates to be quoted in lump sum for each individual work are to include GST as applicable & Labour welfare cess, mobilization /Transportation cost, cost of man & machineries, incidental cost & any other charges (if any) etc. No further claim and enhancement of quoted rate will be entertained.

The volume of the work may vary at the time of execution, specifications, items and their rates not mentioned in the schedule will be followed as per P.W.D. schedule, of Rates Govt. of West Bengal.

In case of any dispute the decision of the Chairman, Barasat Municipality will be final binding the contractors.

Payment will be made as per availability of fund. No claim for supply of materials, equipments, machineries etc. will be entertained.

Instructions/guidance to the contractors for off line tender: All tenderer should present at the time of opening of tender

Chairman/Executive Officer
Barasat Municipality

Chairman
Barasat Municipality
To
The Chairman,
Barasat Municipality,
RBC road, Barasat, Kolkata 700124.

Sub: Submission of Quotation for ....
Ref: Memo No:

Sir,

Having examined the quotation documents & after visiting the work site/spot I/We willfully accept all your conditions and offer to execute the works as per quotation notice stated above. I/We also agree to remedy the defects after / during execution of the above work in conformity with the conditions of contract And submitting the quotation as follows.

<table>
<thead>
<tr>
<th>Sl.no.</th>
<th>Description of works</th>
<th>Unit</th>
<th>Quantity</th>
<th>Rate (in Rs.)</th>
<th>Amount (in Rs.)</th>
<th>Remarks</th>
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<td></td>
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<td></td>
<td>Rates are included all kind of taxes and any kind of charges</td>
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<td>-Do-</td>
</tr>
</tbody>
</table>

Please accept my Quotation and Obliged.

Thanking you

Yours Faithfully

Name : (In capital letter)
Address for Communication:
Mobile No :
Mail ID:

(Signature with seal)
Copy forwarded for necessary information to:

1. The joint Secretary, Urban Development & Municipal affairs department, Govt. of West Bengal, Nagarayan Bhawan, Kolkata-700064.
2. Addl. Secretary, UD & MA department Additional Director SUDA, Govt. of West Bengal, Iligus Bhawan, HC Block, Sector-III, Kolkata-700106.
4. Subdivisional Officer, Barasat, North 24 parganas.
5. District Planning Section (DPLO) - North 24 parganas,
6. Vice Chairman, Barasat Municipality,
7. All C.I.C Barasat Municipality,
8. Executive Officer, Barasat Municipality,
9. Executive Engineer, 24 Parganas Division, M.E.Dte. 7, K.B. Bose Road, Barasat,
10. Assistant Engineer, Barasat Municipality,
11. Members of Tender Committee, Barasat Municipality,
12. Head Clerk, Barasat Municipality,
13. Accountant, Barasat Municipality,
14. Cashier, Barasat Municipality,
15. Receive & Dispatch section, Barasat Municipality,
16. Office Notice Board, Barasat Municipality,
17. Municipal Website: www.barasatmunicipality.org,

Chairman/Executive Officer
Barasat Municipality

Chairman
Barasat Municipality